



ITEMIZED EXPENDITURES

2004

PLEASE READ INSTRUCTIONS BEFORE COMPLETING THIS FORM

1a. REGISTRANT'S ID #	1b. REPORT: YEAR _____ <input type="checkbox"/> JAN - JULY <input type="checkbox"/> AUG -DEC <input type="checkbox"/> AMENDMENT TO ITEM(S) _____	2. REGISTRANT'S NAME
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3. FINANCIAL TRANSACTIONS OF \$1,000.00 OR MORE WITH PUBLIC OFFICIALS, THEIR FAMILY MEMBERS OR BUSINESSES

3a. PARTIES INVOLVED (INCLUDE TITLE OR OFFICE)	3b. DESCRIPTION OF FINANCIAL TRANSACTION (INCLUDE PURPOSE)	3c. DATE	3d. AMOUNT
<input type="checkbox"/> SENATOR <input type="checkbox"/> REPRESENTATIVE OTHER _____			\$
<input type="checkbox"/> SENATOR <input type="checkbox"/> REPRESENTATIVE OTHER _____			\$
<input type="checkbox"/> SENATOR <input type="checkbox"/> REPRESENTATIVE OTHER _____			\$

4. TRAVEL AND LODGING EXPENDITURES FOR PUBLIC OFFICIALS OVER \$650.00

A LOBBYIST OR LOBBYIST AGENT WHO DISCLOSES TRAVEL OR LODGING EXPENSES PROVIDED TO A STATE SENATOR OR REPRESENTATIVE UNDER THIS ITEM MUST ALSO SEND A DOCUMENT DETAILING THE EXPENDITURE TO THE AFFECTED STATE LEGISLATOR SIMULTANEOUSLY WITH THE FILING OF THE REPORT WITH THE SECRETARY OF STATE.

4a. PARTIES INVOLVED (INCLUDE TITLE OR OFFICE)	4b. DESCRIPTION OF ACTIVITY ASSOCIATED WITH TRAVEL AND LODGING EXPENDITURE (INCLUDE PURPOSE)	4c. DATE	4d. AMOUNT EXPENDED ON PUBLIC OFFICIAL
<input type="checkbox"/> SENATOR <input type="checkbox"/> REPRESENTATIVE OTHER _____			\$
<input type="checkbox"/> SENATOR <input type="checkbox"/> REPRESENTATIVE OTHER _____			\$
<input type="checkbox"/> SENATOR <input type="checkbox"/> REPRESENTATIVE OTHER _____			\$

5. INDIVIDUAL FOOD AND BEVERAGE EXPENDITURES FOR PUBLIC OFFICIALS

5a. PUBLIC OFFICIAL	5b. TITLE OR OFFICE	5c. AMOUNT THIS PERIOD	5d. AMOUNT YEAR TO DATE
	<input type="checkbox"/> SENATOR <input type="checkbox"/> REPRESENTATIVE OTHER _____	\$	\$
	<input type="checkbox"/> SENATOR <input type="checkbox"/> REPRESENTATIVE OTHER _____	\$	\$
	<input type="checkbox"/> SENATOR <input type="checkbox"/> REPRESENTATIVE OTHER _____	\$	\$

6. GROUP FOOD AND BEVERAGE EXPENDITURES FOR PUBLIC OFFICIALS

6a. NATURE OF EVENT	6b. DESCRIPTION BY CATEGORY OF PUBLIC OFFICIALS	6c. DATE	6d. AMOUNT EXPENDED ON PUBLIC OFFICIALS
	<input type="checkbox"/> SENATORS <input type="checkbox"/> REPRESENTATIVES OTHERS _____		\$
	<input type="checkbox"/> SENATORS <input type="checkbox"/> REPRESENTATIVES OTHERS _____		\$

2004 ITEMIZED EXPENDITURES - INSTRUCTIONS

This form is a supporting schedule to the Financial Report Summary. Do not file this form unless a Financial Report Summary is attached. The form is used to itemize certain expenditures as required under the Michigan Lobby Registration Act.

Item 3. Under Financial Transactions of \$1,000.00 or More, provide an account of each financial transaction carried out during the reporting period between the registered Lobbyist or Lobbyist Agent on whose behalf the report is being submitted or a person acting on their behalf, and a public official or a member or a public official's immediate family, or a business with which the individual is associated, in which over \$1,000.00 in funds, or goods or services having a value of \$1,000.00 or more, were involved. Include the names of the parties to the transaction, a description of the transaction, the date and the amount of the transaction.

A financial transaction means a loan, purchase, sale, or other type of transfer or exchanges of money, goods, other property, or services for value. Any portion of a financial transaction which involved travel or lodging expenses in excess of \$650.00 paid for or reimbursed to a public official in connection with public business by that public official must also be itemized as required under Item 4.

A financial transaction does not include:

- 1) A lobbying expenditure, unless paid directly to a public official, an immediate family member or their business.**
- 2) A transaction carried out during the ordinary course of the business of a Lobbyist, if the primary business of the Lobbyist is other than lobbying, and if consideration of equal or greater value was received by the Lobbyist. This exemption does not apply to Lobbyist Agents.**

Item 4. Under Travel and Lodging Expenditures Over \$650.00 provide an account of any travel or lodging expenses in excess of \$650.00 paid for or reimbursed to a public official in connection with public business by that public official. Include the names of the parties to the transaction, a description of the transaction, the date and the amount of the transaction.

A Lobbyist or Lobbyist Agent that provides an account of travel or lodging expenses provided to a state senator or representative under Item 4 must also provide a copy of the account to the affected state legislator simultaneously with the filing of the report with the Secretary of State.

Public Act 385 (Michigan Campaign Finance Act) prohibits a state senator or state representative from accepting payment for providing a service such as an appearance, a speech, an article, or any activity related to or associated with the performance of his or her duties as an elected public official. A state senator or state representative may accept travel, lodging and meals associated with an event at which the legislator provides such a service.

Item 5. Under Individual Expenditures, list the name and the office or title of each public official on whose behalf more than \$49.00 in food and beverages was purchased during any month covered by this reporting period or more than \$300.00 in food and beverages was purchased between January 1 and the close of books for this reporting period. Next to each public official listed, enter the amount spent for food and beverages on the public official's behalf during this reporting period and during the calendar year-to-date. Include food and beverage expenditures made on behalf of public officials whether or not lobbying occurred when the expenditure was made. If a single check was used to pay for food and beverages purchased on behalf of 2 to 25 public officials, the amount of the check may be averaged.

Item 6. Under Group Expenditures, enter the type of function held and a description, by category, of those who attended, the date and the total amount expended for food and beverages for public officials during this reporting period at:

- 1) Each event to which an entire standing committee of the legislature was invited in writing for the purpose of being informed about a bill that has been assigned to the committee.**
- 2) Each event to which an entire caucus of either house of the legislature was invited in writing.**
- 3) Each event attended by more than 25 public officials.**

The names of persons who attended events listed under this item must be kept in the Lobbyist's or Lobbyist Agent's records. It is not necessary to report the names on this schedule. All expenditures for food and beverage for public officials are to be reported as a lump sum under Item 7a on the Financial Report Summary.